United Nations ST/SGB/2010/8/Rev.1

Secretariat

24 May 2012

Secretary-General's bulletin

United Nations Memorial and Recognition Fund

The Secretary-General promulgates the following:

Section 1
Purpose

1.1 The United Nations Nobel Peace Prize Memorial Fund was established effective 29 May 2003 for the receipt and administration of the entire proceeds of the Nobel Peace Prize awarded in 2001 to the United Nations and to the Secretary-General.[1] By Secretary-General's bulletin ST/SGB/2010/8, the Fund was renamed "United Nations Memorial and Recognition Fund".

1.2 The purpose of the Fund is to create a living memorial to United Nations civilian personnel who have been killed in the line of duty and to provide a practical way of helping their families by assisting financially in the education of surviving children.

1.3 The present revision of the bulletin clarifies aspects relating to the scope of the fund, eligibility requirements and procedural matters.

Section 2
Scope

2.1 Access to the Fund shall be limited to children of United Nations civilian personnel killed in the line of duty through acts or incidents that occurred on or after 28 October 2009.

2.2 "United Nations civilian personnel" include all staff members of the United Nations, its funds and programmes, United Nations Volunteers serving under the programme established under General Assembly resolution 2659 (XXV) of 7 December 1970 and individual contractors and consultants covered by the equivalent of appendix D to the Staff Rules.

2.3 "Children" include natural children and legally adopted children of United Nations civilian personnel killed in the line of duty through acts or incidents that occurred on or after 28 October 2009 or stepchildren who were part of their

[1] The General Assembly concurred on 29 May 2003 with the Secretary-General's proposal to establish the Nobel Peace Prize Memorial Fund.

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household, to whom the deceased had provided main and continuing support at the time of the incident.

2.4 Support from the Fund is limited to the resources available in the Fund.

2.5 Support from the Fund is not an entitlement but constitutes an ex gratia gesture on the part of the Organization.

Section 3
Administration of the Fund

3.1 Administration of the Fund and management of the voluntary contributions to the Fund under section 6 shall be provided by the Office of Human Resources Management, in consultation with the Office of Programme Planning, Budget and Accounts, as necessary.

3.2 The Financial Regulations and Rules of the United Nations shall apply to the administration of the Fund.

Section 4
Disbursement of funds for education purposes

4.1 Financial support from the Fund consists of a one-time disbursement of funds per family for the purpose of assisting in the education of surviving children of United Nations civilian personnel killed in the line of duty, even if there are multiple surviving children or the family comprises more than one family unit.

4.2 The amount payable under section 4.1 shall be the lump sum equivalent of one month of pensionable remuneration at the P-3/VI level at the rate in effect at the time of the incident.

Applications

4.3 Applications for such one-time disbursement may be made by the surviving spouse or legal guardian on behalf of surviving children. Where a child is over 18 years of age and no parental or other guardianship applies, an application may be made by the child.

4.4 An application can be made when the following conditions are met:

(a) The parent or legal guardian of the child or children was a member of the United Nations civilian personnel and has been killed or can be presumed killed in the line of duty;

(b) There is at least one surviving child who at the time of the incident is in full-time attendance at an educational institution;

(c) That child is five years or older, but n yet 25 years old;

(d) That child has not yet completed four years of post-secondary studies.

4.5 An application can also be made where the only surviving child or children are under five years of age and born prior to the incident, in which case the application can be considered once the first surviving child has reached the age of five years or more and is in full-time attendance at an educational institution.

4.6 Applications should be submitted through a respective human resources or administrative focal point of the employing Organization and shall be received and reviewed by the designated focal point in the Office of Human Resources Management at Headquarters.[2] Applications must be supported by necessary documentation. The Office will liaise, as necessary, with human resources or administrative focal points of other Organizations that fall under the scope of the present bulletin for verification of information received.

4.7 Applications concerning incidents that occur after the entry into force of this bulletin must be submitted to the Office of Human Resources Management within 120 days of the incident. The time limitation for submissions may be waived by the Office where an applicant can demonstrate circumstances out of the control of the applicant that caused a delay in submission.

4.8 Decisions to extend financial support will be taken by the Assistant Secretary-General for Human Resources Management following a recommendation by the designated focal point in the Office of Human Resources Management.[2] Implementation of the decision will be carried out by the Office of Programme Planning, Budget and Accounts. Due to the ex gratia nature of the financial support from the Fund, the decision by the Assistant Secretary-General for Human Resources Management is not subject to appeal.

Section 5
Contributions

5.1 In addition to the proceeds of the Nobel Peace Prize and proceeds from the sale of gift items retained by the Organization, the Fund may receive contributions from Member States, intergovernmental organizations, national institutions, foundations and other non-governmental organizations, private sector entities and individuals, staff members and individuals of the United Nations common system.

5.2 Additionally, remuneration and/or honoraria received by the Organization in connection with speaking engagements conducted by United Nations staff in their official capacity and the monetary portion of the awards presented to United Nations staff as a consequence of performing the Organization's duties and responsibilities as detailed in ST/AI/2010/1 may be deposited into the Fund.

Section 6
Advisory Board

6.1 The Secretary-General has established an Advisory Board to advise on the strategic direction of the Fund and on ways to maximize the level of its resources and to assist the Secretary-General in fundraising activities for the Fund.

6.2 The Advisory Board is composed of eminent personalities and representatives of the Secretary-General and staff, appointed by the Secretary-General. The Board shall comprise two members appointed by the Secretary-General and one nominated by staff representatives. The Secretary-General shall appoint the Chair. The Board will serve a two-year term, renewable once at the discretion of the Secretary-General. The Board establishes its own rules of procedure.

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[2] At the time of issuance, the designated focal point is the Emergency Preparedness and Support Team in the Office of Human Resources Management.

6.3 The Office of Human Resources Management will submit to the Advisory Board annually, or upon request by the Board, a report on the status and use of the Fund for its review and deliberation. That report should include:

(a) The total amount of resources available on the date on which the report was drafted;

(b) The amount of voluntary contributions made since the previous report;

(c) The source and/or identity of the contributors (unless individual contributors have expressly requested to remain anonymous);

(d) The lists of families of United Nations civilian personnel killed in the line of duty who have benefited from the Fund during the reporting period, with a brief description of the pertinent incidents.

Section 7
Final provisions

7.1 The present bulletin supersedes ST/SGB/2010/8, entitled "United Nations Memorial Recognition Fund".

7.2 The present bulletin shall enter into force on the date of its issuance with retroactive effect to 28 October 2009.

7.3 Applications concerning incidents between 28 October 2009 and the date of entry into force of the present bulletin that fell under the scope of ST/SGB/2010/8, but not under the scope of the present bulletin, will be reviewed in accordance with ST/SGB/2010/8, as appropriate.

(*Signed*) **BAN** Ki-moon
Secretary-General